



UPGRADING GISKEY AND SCOUT

Upgrading Notes

1. GIS\Key and Scout are two separate programs. The current versions of the software are:
 - GIS\Key V3.1
 - Scout V3.2.x
2. The software can be installed on one computer (known as a standalone license or local configuration) or a network (known as a network license or network configuration). For a local configuration, both GIS\Key and Scout are installed on the computer. For a network configuration, GIS\Key is installed on the network, and Scout is installed on each computer. If you need to change the configuration of the software, please contact GIS\Solutions.
3. Upgrading may overwrite the standard Crystal Report Forms (templates for the report tables). If you have modified any of these forms, please save and RENAME these prior to running the upgrade. The newer versions of the Scout Reporting Tool enable you to select customized Crystal Report Forms.
4. The upgrade process should not overwrite the existing GIS\Key licenses and license keys; however, in rare cases, it may be necessary to reinstall the licenses. Please contact GIS\Solutions if you have errors while logging into Scout.

Determining Your Version of the Software

1. To determine your version of GIS\Key, open the Database from any project (open Scout and double click the "Database" icon) and select Help - About GIS\Key.
2. To determine your version of Scout, open Scout and select Help – About or check the “Revision” number on the first screen that pops up after starting Scout.

Upgrading GIS\Key V3.0 or older

1. If you are upgrading from GIS\Key V2.3 or older, review the “Conversion from GIS\Key2.3 to V3.1” help document (available at www.giskey.com - Technical Support).
2. If you are upgrading from GIS\Key V3.0, you must do a new install of GIS\Key V3.1. Please review the “Installing GIS\Key and Scout” document on the GIS\Solutions web site. Do not overwrite the old GIS\Key install (usually the giskey30 folder). Please contact GIS\Solutions for assistance in transferring your system data from the old to the new version.



UPGRADING GISKEY AND SCOUT

Upgrading GISKey V3.1

1. To upgrade your GISKey V3.1, you must obtain the **UPDGISKEY31.EXE** file from GIS\Solutions, Inc. This is available at www.giskey.com (please call for proper user name and password to download password-protected files). This file must be installed onto and run from your local computer. Do NOT run it from a network drive or CD-ROM.
2. From Windows Explorer double click and run the **UPDGISKEY31.EXE**. This program will not overwrite any of your database files. For a network install, the program needs to be run only once regardless of the number of computers that have Scout installed. However, you may need to upgrade Scout on each of the computers (see directions below).

Upgrading Scout V3.1 or Older

1. The upgrade process will erase all the user names and passwords for logging into Scout. In older versions of Scout these were saved on each computer. For Scout 3.2, these are stored on the network, allowing users to log into ANY Scout computer using their own user name and password. To set up a new user, see "Logging Into Scout and Setting Up Users" below.
2. To upgrade Scout 3.1 or older, you must obtain the **Scout32.exe** file from GIS\Solutions, Inc. This is available at www.giskey.com (please call for proper user name and password to download password-protected files). This file must be installed onto and run from your local computer. Do NOT run it from a network drive or CD-ROM.
3. To ensure that the windows registries and the GISKey license keys are not damaged, the upgrade will involve the following steps. Each of these steps is described below in detail.
 - Install Scout V3.2 over ScoutV3.1 (or older) (Item 4 below)
 - Uninstall Scout (Item 5 below)
 - Reinstall Scout V3.2 in new folder. (Item 6 below)
4. **Install Scout V3.2 Over Scout V3.1 (or older).** From Windows Explorer run the **Scout32.exe** file.
 - In the "Select Components" window, only select the "Scout v3.2" box;
 - In the "Installation Type" window, select "Overwrite Scout v3.1 Installation";
 - When prompted, select the correct location of your old Scout folder, if not already selected.
 - If prompted, restart your computer.
5. **Uninstall Scout.** From Windows Explorer double click the Scout3x\unwise.exe file. This will uninstall Scout. Accept all the defaults.
6. **Reinstall Scout V3.2 Into a New Folder.** From Windows Explorer, double click the Scout32.exe file.



UPGRADING GISKEY AND SCOUT

- When prompted, select the location for Scout3x folder. This folder must be installed on a local drive (e.g. c:\scout32), regardless of the type of configuration (local or network);
 - In the “Select Components” window, select the “Scout v3.2” and the appropriate “Configure AutoCAD...” boxes;
 - In the “Installation Type” window, select “New Scout v3.2 Installation”;
 - In the “Hatch Patterns” window, select appropriate option for your AutoCAD hatch patterns. If you have not modified the standard AutoCAD hatch patterns, choose “Option B” to replace the standard AutoCAD hatch patterns;
 - If prompted, restart your computer.
7. To log into Scout for the first time and set up users, see the directions below.

Upgrading Scout V3.2

1. To upgrade from any version of Scout V3.2, you must obtain the **UpdScout32.exe** file from GIS\Solutions, Inc. This is available at www.giskey.com (please call for proper user name and password to download password-protected files). This file must be installed onto and run from your local computer. Do NOT run it from a network drive or CD-ROM.
2. From Windows Explorer double click and run the **UpdScout32.exe** file.

Logging into Scout and Setting Up Users

If you upgraded from Scout v3.1 or older, you must set up new user names and passwords.

1. Login to Scout using the following (this is case sensitive):
 - User Name: GIS
 - Password: Configt (that’s configit where the “c” and second “i” are capitalized)
2. Click "Cancel" at "Find Projects" and "Open Projects" until the Scout is displayed.
3. From the Pull Down menu, select Options - Administration, then select the User Configuration tab:
4. Select “Add New User” and type in your new User Id (case sensitive),
5. Select “Change Password” and enter your new password twice (case sensitive), then click “Apply” at the Password window.



UPGRADING GISKEY AND SCOUT

6. Check all four of the “User Options” buttons, as appropriate.
7. Click the “Apply” button. You can add other users at this time or hit “OK”. If you make a mistake, hit “Cancel”.
8. From the menu, select Project - Logoff. Then log back in using the User Name and Password you just created.
9. At the prompts, you can “Find Projects” (Scout will locate all the projects on the drive you specified) or “Open Projects” individually (e.g., select the demo31 folder to open up the Demonstration Project). These are the projects that will be displayed in the Project List Box (below the Menu bar). The Demonstration Project will be displayed as “Development V3.1” in the Project List Box.

Selecting a Default Mapping Program

Scout v3.2 may ask you to specify a default mapping program. To do so:

1. You need to have installed a mapping program (AutoCAD 14, AutoCAD 2000, or ArcView 3.2).
2. From Scout, select Options – Configuration – Drawing Programs;
 - In the Default Version pull down menu, select your default drawing program (e.g, AutoCAD 14);
 - Click “Apply”, then “OK”.

Configuring the Mapping Program

For most upgrades, you will not have to reconfigure AutoCAD. However, if the GIS\Key commands do not work correctly in AutoCAD or if you have loaded a new mapping program (e.g., AutoCAD 2000), review the “Configuring AutoCAD” help document (available at www.giskey.com - Technical Support). The configuration procedure is also described in the “Scout Help” (double click the “Scout Help” icon on the desktop – Select “AutoCAD”).